

Workshop on Computer Maintenance and Usage



Date: 16-09-2020

No. of Participants; 23

Resource Person; Mr. K.V. Kalyan Chakravarthy, Assistant Professor, Computer Science Engineering

About the Resource Person;

Mr. K.V. Kalyan Chakravarthy is currently working as an Assistant Professor in the Department of Computer Science Engineering at Centurion University of Technology and Management, Andhra Pradesh. He is pursuing his Ph.D. in the field of Network Security at Andhra University, Vizag, MTech Degree from Andhra University, Vizag in the year 2011.

The objective of the workshop;

- Knowledge of Computer Hardware
- Identify computer hardware Issues/Problems to determine faulty Computer hardware
- Know Basic computer troubleshooting tips
- Knowledge of Operating systems and device Drivers
- Identify hardware Peripherals Basic knowledge of safeguarding hardware
- Apply the knowledge to repair/maintain a computer

The session also discussed Computer Maintenance; Check harmful materials e.g., dust, virus, outdated software, faulty electrical Power/gadgets e.g., cables, sockets, extensions, etc. Check any malfunctions of peripherals. Proper maintenance helps to keep the computer running smoothly for years.

Key Takeaways

- Always ensure that the power has been turned off before installing or troubleshooting any hardware part of the computer
- Before opening a computer case, always unplug the power cord from your computer
- After unplugging the power cord from your case, Hold the power button on for at least 5 seconds. This will drain any residual electricity from the power supply
- Always ground yourself to the case frame while touching any inside components. This can be done by touching the case frame with your bare hand or using a clamp-on grounding device made specifically for this purpose
- Keep all liquids away
- Avoid installing components when the computer is in operation
- When installing any peripheral or device, always read the installation instructions that come with the device. Never apply force to try and connect any plug/device

Workshop on Computer Maintenance and Usage

DATE: 16.09.2020

RESOURCE PERSON

Mr. K.V. Kalyan Chakravarthy
Assistant Professor, Dept. CSE

FDP CO-ORDINATOR

Prof. Prabhat Kumar Pattnaik

Asst. Professor & Head, Dept. of ECE & EEE

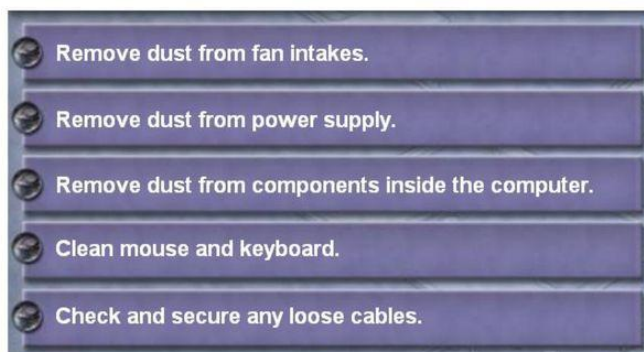
Organised by:

Centurion University of Technology
& Management

Hardware Maintenance

Make sure that the hardware is operating properly.

- Check the condition of parts.
- Repair or replace worn parts.
- Keep components clean.
- Create a hardware maintenance program.



Preventive Maintenance

PC Preventive Maintenance Overview

- **Benefits of Preventive Maintenance**
 - Reduces potential hardware and software problems, computer downtime and repair costs by:
 - Improving data protection
 - Extending the life of the components
 - Improving equipment stability
- **Preventive Maintenance Tasks**
 - Hardware tasks include:
 - remove dust from fans, power supply, internal components and peripherals, clean the mouse, keyboard, and display, check for and secure any loose cables.
 - Software tasks include:
 - review and install appropriate OS, security and driver updates, regularly update virus definition files, regularly scan for virus and spyware, remove unwanted programs, regularly scan hard drive for errors.



List of Participants

1	Chitta Ranjan Pattanayak	Sr. Manager (HR & Admin.)	Administration
2	Monalisha Ghosh	General Manager(Partnership)	Administration
3	Golaka Martha	Attendant	Administration
4	Subhasis Routray	Manager Operation	Administration
5	Sujan Singh	Office Assistant	Administration
6	Manas Ranjan Nayak	Office Assistant	Administration
7	Sudhansu Mohapatra	Supervisor (Administration)	Administration
8	Dillip Kumar Lala	Assistant Manager (Project)	Administration
9	Binay Kumar Singh	Supervisor	Administration
10	Chandan Mohanty	System Assistant	Administration

11	Ajaya Kumar Sahoo	Office Manager	Administration
12	Kusmanjali Mohapatra	Attendant	Administration
13	Bidyadhar Pradhan	Office Assistant	Administration
14	Hullash Sahoo	Attendant	Administration
15	Ranjana Sahoo	Attendant	Administration
16	Pranati Dei	Attendant	Administration
17	Ullasini Routray	Attendant	Administration
18	Dhruba Ram Mishra	Attendant	Administration
19	Bishika Giri	Attendant	Administration
20	Ranjita Mangaraj	Attendant	Administration
21	Pramod Kumar Dash	Administrative Associate	Administration
22	Chandra Sekhar Jena	Assistant Manager (HR)	Administration
23	Sasmita Parida	Executive Assistant	Administration



Dr. Prasanta Ku. Mohanty
Dean Academic



Prof. KVD Prakash
Dean - IIE & HRD